

DA R024: DENTAL ASSISTING SEMINAR

Originator

aderdiarian

Co-Contributor(s)
Name(s)

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College

Oxnard College

Discipline (CB01A)

DA - Dental Assistant

Course Number (CB01B)

R024

Course Title (CB02)

Dental Assisting Seminar

Banner/Short Title

Dental Assisting Seminar

Credit Type

Credit

Start Term

Spring 2021

Catalog Course Description

This course focuses on preparation for the written portion of the dental assisting certificate examination.

Taxonomy of Programs (TOP) Code (CB03)

1240.10 - *Dental Assistant

Course Credit Status (CB04)

D (Credit - Degree Applicable)

Course Transfer Status (CB05) (select one only)

C (Not transferable)

Course Basic Skills Status (CB08)

N - The Course is Not a Basic Skills Course

SAM Priority Code (CB09)

C - Clearly Occupational

Course Cooperative Work Experience Education Status (CB10)

N - Is Not Part of a Cooperative Work Experience Education Program

Course Classification Status (CB11)

Y - Credit Course

Educational Assistance Class Instruction (Approved Special Class) (CB13)

N - The Course is Not an Approved Special Class

Course Prior to Transfer Level (CB21)

Y - Not Applicable

Course Noncredit Category (CB22)

Y - Credit Course

Funding Agency Category (CB23)

Y - Not Applicable (Funding Not Used)

Course Program Status (CB24)

1 - Program Applicable

General Education Status (CB25)

Y - Not Applicable

Support Course Status (CB26)

N - Course is not a support course

Field trips

May be required

Grading method

Letter Graded

Does this course require an instructional materials fee?

No

Repeatable for Credit

No

Is this course part of a family?

No

Units and Hours

Carnegie Unit Override

No

In-Class

Lecture

Minimum Contact/In-Class Lecture Hours

35

Maximum Contact/In-Class Lecture Hours

35

Activity

Laboratory

Total in-Class

Total in-Class

Total Minimum Contact/In-Class Hours

35

Total Maximum Contact/In-Class Hours

35

Outside-of-Class

Internship/Cooperative Work Experience

Paid**Unpaid****Total Outside-of-Class****Total Outside-of-Class****Minimum Outside-of-Class Hours**

70

Maximum Outside-of-Class Hours

70

Total Student Learning**Total Student Learning****Total Minimum Student Learning Hours**

105

Total Maximum Student Learning Hours

105

Minimum Units (CB07)

2

Maximum Units (CB06)

2

Prerequisites

DA R010 and DA R011 and DA R012 and DA R013 and DA R014 and DA R015

Corequisites

DA R020 and DA R021 and DA R022 and DA R023 and DA R025

Advisories on Recommended Preparation

High School Diploma or GED and ENGL R101 or ENGL R101H

Limitations on Enrollment

Current CPR certification for health care provider (American Heart Association) or professional rescuer (American Red Cross)

Proof of freedom from and immunity to communicable diseases

No acrylic or long nails in clinical settings

Current negative TB test or chest x-ray

Physical examination demonstrating general good health

No visible tattoos or visible body piercings except single studs in earlobes

Entrance Skills**Entrance Skills**

Students need to be proficient in dental (oral) anatomy

Prerequisite Course Objectives

DA R010-Describe the list regions of head and neck anatomy

DA R010-List and describe the overview of dentition

DA R010-Define periodontal disease

DA R010-Define dental caries

DA R011-Identify and correct errors in film placement, using the rules of shadow casting and the inverse square law

DA R011-Identify anatomical landmarks, anomalies, restorations, caries, periapical lesions, and other possible pathological defects in a formal written critique of each full mouth survey of radiographs

DA R012-List the various restorative materials used in dentistry

DA R013-Pronounce, define, and spell the key terms

DA R014-Illustrate the regions of head and neck anatomy

DA R014-Apply and record the dentition of primary dentition and permanent dentition

DA R014-Apply the skills of periodontal charting

DA R014-Label the major anatomical landmarks in the oral cavity

DA R014-Examine and record the findings of gingival tissue

DA R015-Differentiate between a partial and a denture
DA R015-Discuss the role of an oral surgery assistant

Entrance Skills

Students must possess basic Biology knowledge in order to ensure proper infection control procedures

Prerequisite Course Objectives

DA R010-List the OSHA regulations
DA R011-Follow the rules of radiation safety for the protection of both patient and operator
DA R013-Pronounce, define, and spell the key terms
DA R013-Explain the difference between regulations and recommendations
DA R013-Identify four professional sources for dental information
DA R013-Name the premier infection-control educational organization in dentistry
DA R013-Describe the role of the Centers for Disease Control and Prevention
DA R014-Apply the OSHA regulations on the clinic floor
DA R015-Discuss the role of an oral surgery assistant

Entrance Skills

Students must possess basic knowledge of chemistry to be able to relate it to the use of dental materials

Prerequisite Course Objectives

DA R010-List and describe the overview of dentition
DA R011-Identify anatomical landmarks, anomalies, restorations, caries, periapical lesions, and other possible pathological defects in a formal written critique of each full mouth survey of radiographs
DA R012-List the various restorative materials used in dentistry
DA R012-Describe the physical, electrical and mechanical properties of materials used in dentistry
DA R012-Identify the effects of the oral environment may have on dental materials as well as the effect dental material may have on the oral environment
DA R012-Describe the role that preventative dental materials play in preventing oral disease
DA R012-List the various types of materials used for esthetic dental restorations
DA R012-List the role amalgam restorations are playing in restorative dentistry in the past, present and future
DA R013-Pronounce, define, and spell the key terms
DA R014-Apply information on a standard medical history and how medical conditions and patient's medications alter or compromise dental treatment
DA R015-List indications and contraindications for a fixed prosthesis
DA R015-Identify the role of the dental technician
DA R015-Describe the differences among full crowns, inlays, onlays and veneers
DA R015-Identify the components of a fixed bridge
DA R015-Describe the use of porcelain for fixed Prosthodontics
DA R015-Discuss the use of core-build-up pins, and post in crown retention

Entrance Skills

Students must have adequate knowledge of dental terminology, infection control, patient education, preventive techniques, importance of vitals and how to take them, sterilization of equipment and instruments, and radiology.

Prerequisite Course Objectives

DA R010-Discuss and demonstrate the assistants role in diagnosis, data gathering and treatment
DA R010-List the OSHA regulations
DA R010-List and describe the overview of dentition
DA R010-List the specialties in dentistry and the role of the Dental Assistant in each specialty
DA R010-Define periodontal disease
DA R010-Define dental caries
DA R011-Follow the rules of radiation safety for the protection of both patient and operator
DA R011-Identify anatomical landmarks, anomalies, restorations, caries, periapical lesions, and other possible pathological defects in a formal written critique of each full mouth survey of radiographs
DA R012-List the various restorative materials used in dentistry
DA R012-Describe the physical, electrical and mechanical properties of materials used in dentistry
DA R013-Pronounce, define, and spell the key terms
DA R013-Explain the difference between regulations and recommendations
DA R013-Identify four professional sources for dental information
DA R014-Apply information on a standard medical history and how medical conditions and patient's medications alter or compromise dental treatment
DA R014-Apply the OSHA regulations on the clinic floor
DA R015-Identify the steps for a diagnostic workup

DA R015-Identify home care instructions for a removable and full denture

Requisite Justification

Requisite Type

Advisory

Requisite

High School Diploma or GED

Requisite Description

Credit program requisite (credit only)

Level of Scrutiny/Justification

Content review

Requisite Type

Advisory

Requisite

ENGL R101 or ENGL R101H

Requisite Description

Course not in a sequence

Level of Scrutiny/Justification

Content review

Requisite Type

Prerequisite

Requisite

DA R010

Requisite Description

Course in a sequence

Level of Scrutiny/Justification

Content review

Requisite Type

Prerequisite

Requisite

DA R011

Requisite Description

Course in a sequence

Level of Scrutiny/Justification

Content review

Requisite Type

Prerequisite

Requisite

DA R012

Requisite Description

Course in a sequence

Level of Scrutiny/Justification

Content review

Requisite Type

Prerequisite

Requisite

DA R013

Requisite Description

Course in a sequence

Level of Scrutiny/Justification

Content review

Requisite Type

Prerequisite

Requisite

DA R014

Requisite Description

Certificate of completion or certificate of competency requisite (noncredit only)

Level of Scrutiny/Justification

Content review

Requisite Type

Prerequisite

Requisite

DA R015

Requisite Description

Course in a sequence

Level of Scrutiny/Justification

Content review

Requisite Type

Corequisite

Requisite

DA R020

Requisite Description

Course in a sequence

Level of Scrutiny/Justification

Content review

Requisite Type

Corequisite

Requisite

DA R021

Requisite Description

Course in a sequence

Level of Scrutiny/Justification

Content review

Requisite Type

Corequisite

Requisite

DA R022

Requisite Description

Course in a sequence

Level of Scrutiny/Justification

Content review

Requisite Type

Corequisite

Requisite

DA R023

Requisite Description

Course in a sequence

Level of Scrutiny/Justification

Content review

Requisite Type

Corequisite

Requisite

DA R025

Requisite Description

Course in a sequence

Level of Scrutiny/Justification

Content review

Student Learning Outcomes (CSLOs)

Upon satisfactory completion of the course, students will be able to:

- | | |
|---|---|
| 1 | Pass a written mock RDA board certification examination |
|---|---|

Course Objectives

Upon satisfactory completion of the course, students will be able to:

- | | |
|---|---|
| 1 | List the requirements for the dental assisting certification examination |
| 2 | List and recall biomedical sciences |
| 3 | List the three classifications of microorganisms |
| 4 | List the various components of oral physiotherapy devices and use |
| 5 | List and define various types of dental materials used in the field of dentistry. |
| 6 | Define infection control |

- 7 Define occupational safety
- 8 List the various medical emergencies that might be encountered in a dental practice
- 9 Define practice management

Course Content

Lecture/Course Content

1. Biomedical Sciences
 - a. The systems of the body
 - b. The two major segments of the nervous system
 - c. Three types of muscles
 - d. The cranial nerves and list the function of each
 - e. The circulatory system
 - f. Blood composition
 - g. The lymphatic system and its function
 - h. The respiratory system and its functions
 - i. The digestive system and its function
 - j. The excretory system and its function
 - k. The endocrine system and its function
 - l. Cytology and histology
 - m. Oral pathology
 - n. Periodontal disease
 - o. Dental caries
 - p. Oral pathologic conditions
 - q. Autoimmune disorders
 - r. Lesions associated with infectious diseases
 - s. Pharmacology
2. Dental Anatomy
 - a. Anatomical landmarks of the skull
 - b. Soft tissue landmarks of the oral cavity
 - c. Salivary glands
 - d. The tongue
 - e. The major muscles
 - f. Oral embryology
 - g. Tooth morphology
 - h. Occlusion
 - i. The periodontium
3. Chairside Assisting
 - a. Zones of operating activity
 - b. Tooth-numbering system
 - c. Periodontal charting
 - d. Dental specialties
 - e. Endodontics
 - f. Oral and maxillofacial surgery
 - g. Orthodontics
 - h. Pedodontics
 - i. Periodontics
 - j. Prosthodontics
4. Dental Radiology
 - a. Basic principles of radiology
 - b. Radiation effects and safety
 - c. Radiographic exposures
 - d. Film packet
 - e. Types of intraoral radiographs
 - f. Extraoral film
 - g. Panoramic radiography

- h. Techniques of intraoral radiography
 - i. Standard full-series radiographs surveys
 - j. Development process
 - k. Steps for mounting radiographic landmarks
 - l. Infection control and radiographs
- 5. Dental Materials
 - a. Properties of matter
 - b. Gypsum product: plaster and stone
 - c. Restorative materials
 - d. Composite resin materials
 - e. Pit and fissure sealants
 - f. Bonding agents
 - g. Acrylic resins
 - h. Dental cements
 - i. Varnishes and liners
 - j. Dental porcelain
 - k. Bleaching agents
 - l. Impression materials
 - m. Acrylic denture base
 - n. Custom trays
 - o. Cast gold restorations
 - p. Abrasive materials
 - q. Endodontic sedative and palliative materials
- 6. Infection Control
 - a. Modes of disease transmission
 - b. Universal precautions
 - c. Medical history data
 - d. Hepatitis B vaccination
 - e. Personal protective equipment and barrier techniques
 - f. Hand washing
 - g. Sterilization and monitoring
 - h. Disinfection
 - i. Dental laboratory disinfection
 - j. Pre-treatment infection control
 - k. Post-treatment infection control
 - l. Preparing instruments for sterilization
 - m. Radiation asepsis
 - n. Management of office waste
- 7. Occupational Safety
 - a. Bloodborne pathogen standard
 - b. Controlling occupational Exposure
 - c. Engineering and work practice controls
 - d. Housekeeping
 - e. Waste handling
 - f. Hepatitis B Vaccination
 - g. Laundry
 - h. Exposure control plan
 - i. Exposure Incident follow-up
 - j. Employee communication program
 - k. Hazard communication standard
 - l. Materials safety data sheets
 - m. Labeling
 - n. Training and employee information
 - o. Written hazard communication program
 - p. Dental office general safety and product safety guidelines
- 8. Medical Emergencies

- a. Medical history
 - b. Vital signs
 - c. Office preparation
 - d. Emergency kit and equipment
 - e. Artificial respiration
 - f. Cardiovascular accident
 - g. Shock
 - h. Postural hypotension
 - i. Cerebrovascular accident
 - j. Convulsive disorders
 - k. Chocking
 - l. Metabolic disorders
 - m. Bleeding disorders
 - n. Drug-induced emergencies
9. Dental Practice Management
- a. The office manual
 - b. Personnel management
 - c. Telephone communication
 - d. Patient reception
 - e. Patient records
 - f. Record and bookkeeping systems
 - g. Appointment book and day sheet
 - h. Recall (re-care) systems
 - i. Third-party carriers
 - j. Inventory systems
10. Simulated Comprehensive Examination
- a. Practice examination

Laboratory or Activity Content

None

Methods of Evaluation

Which of these methods will students use to demonstrate proficiency in the subject matter of this course? (Check all that apply):

Written expression

Methods of Evaluation may include, but are not limited to, the following typical classroom assessment techniques/required assignments (check as many as are deemed appropriate):

Essays
Problem-Solving Assignments
Quizzes

Instructional Methodology

Specify the methods of instruction that may be employed in this course

Audio-visual presentations
Class discussions
Distance Education
Lecture

Describe specific examples of the methods the instructor will use:

- 1) **Audio Visual Presentations:** Instructor utilizes multimedia presentations to demonstrate the course topics, specifically to highlight safety and accident prevention.
- 2) **Class Discussions:** The instructor will encourage participation and learning by facilitating discussions of the course content.
- 3) **Distance Education:** Instructors will have the ability to provide the didactic portion of the course through Distance Education. They will utilize lecturing with Powerpoint slides, A/V presentations and encouraging discussions among the students via the online method.

4) **Lectures:** The class employs traditional lectures with Powerpoint presentations to present the material, in addition to supplemental lecture material provided through the online portal.

Representative Course Assignments

Writing Assignments

1. Student may be assigned to do written outlines of study material to prepare for the board exam

Reading Assignments

1. Emily Andujo, Complete Review of Dental Assisting
 - a. Introduction to the dental assisting certification examination
 - b. Biomedical sciences
 - c. Dental Anatomy
 - d. Preventive Dentistry
 - e. Chairside Assisting
 - f. Dental Radiology
 - g. Dental Materials
 - h. Infection Control
 - i. Occupational Safety
 - j. Medical Emergencies
 - k. Dental Practice Management

Other assignments (if applicable)

1. A minimum of 4 hours per week outside of regular class time
 - a. Independent study reading the following topics:
 - b. Introduction to the dental assisting certification examination
 - c. Biomedical sciences
 - d. Dental Anatomy
 - e. Preventive Dentistry
 - f. Chairside Assisting
 - g. Dental Radiology
 - h. Dental Materials
 - i. Infection Control
 - j. Occupational Safety
 - k. Medical Emergencies
 - l. Dental Practice Management

Outside Assignments

District General Education

A. Natural Sciences

B. Social and Behavioral Sciences

C. Humanities

D. Language and Rationality

E. Health and Physical Education/Kinesiology

F. Ethnic Studies/Gender Studies

CSU GE-Breadth

Area A: English Language Communication and Critical Thinking

Area B: Scientific Inquiry and Quantitative Reasoning

Area C: Arts and Humanities

Area D: Social Sciences

Area E: Lifelong Learning and Self-Development

Area F: Ethnic Studies

CSU Graduation Requirement in U.S. History, Constitution and American Ideals:

IGETC

Area 1: English Communication

Area 2A: Mathematical Concepts & Quantitative Reasoning

Area 3: Arts and Humanities

Area 4: Social and Behavioral Sciences

Area 5: Physical and Biological Sciences

Area 6: Languages Other than English (LOTE)

Textbooks and Lab Manuals

Resource Type

Textbook

Description

Mosby, Finkbeiner, Betty (2018). Mosby Dental Assisting Review (3rd Edition) Elsevier - Health Sciences Division

Library Resources

Sufficient Library Resources exist

Yes

Distance Education Addendum

Definitions

Distance Education Modalities

Hybrid (51%–99% online)

Faculty Certifications

Faculty assigned to teach Hybrid or Fully Online sections of this course will receive training in how to satisfy the Federal and state regulations governing regular effective/substantive contact for distance education. The training will include common elements in the district-supported learning management system (LMS), online teaching methods, regular effective/substantive contact, and best practices.

Yes

Faculty assigned to teach Hybrid or Fully Online sections of this course will meet with the EAC Alternate Media Specialist to ensure that the course content meets the required Federal and state accessibility standards for access by students with disabilities. Common areas for discussion include accessibility of PDF files, images, captioning of videos, Power Point presentations, math and scientific notation, and ensuring the use of style mark-up in Word documents.

Yes

Regular Effective/Substantive Contact

Hybrid (51%–99% online) Modality:

Method of Instruction	Document typical activities or assignments for each method of instruction
Video Conferencing	Didactic instruction will include lectures with Powerpoint presentations. Supplemental lecture material will be provided via the online portal. Students will receive online exercises and quizzes through the online portal

Examinations

Hybrid (51%–99% online) Modality

Online

Primary Minimum Qualification

DENTAL TECHNOLOGY

Additional local certifications required

Dental assisting faculty must have background in and current knowledge of dental assisting, the specific subjects they are teaching and educational theory and methodology e.g., curriculum development, educational psychology, test construction, measurement and evaluation. Faculty providing didactic instruction must have earned at least a baccalaureate degree or be currently enrolled in a baccalaureate degree program. Laboratory, preclinical and clinical faculty must be a Dental Assisting National Board "Certified Dental Assistant" or a California Registered Dental Assistant. Dentists are exempt from this requirement.

Review and Approval Dates

Department Chair

05/06/2020

Dean

05/06/2020

Technical Review

05/13/2020

Curriculum Committee

05/13/2020

Curriculum Committee

11/25/2020

CCCCO

MM/DD/YYYY

Control Number

CCC000459308

DOE/accreditation approval date

MM/DD/YYYY